Port of Skamania County Board of Commissioners

Regular Meeting Minutes

Date: October 19, 2026

Time: 11:00 a.m.

Location: 212 SW Cascade Ave, Stevenson WA 98648

Remote Attendance: Zoom

Attendance

Commissioners

Commissioner Todd Kingston
Commissioner Andrew Taylor
Commissioner Ray Broughton

Staff and Counsel

Pat Albaugh, Executive Director
Cindy Bradley, Finance Manager
Doug Bill, Facilities Manager
Monica Masco, Port Auditor
Seth Woolson, Attorney — via Zoom
Annette Sabourin – Minute Taker

Others Present

Randy Hayden — via Zoom

Minute Taker

Annette Sabourin

Call to Order

Commissioner Kingston called the meeting to order at 11:00 a.m.

Public Budget Presentation Opened 11:02 a.m. Closed 11:15 a.m.

Finance Manager Cindy Bradley presented the preliminary budget. Discussion followed.

Changes to the Agenda

No changes made.

Public Comment

No public comment made.

Consent Agenda

The consent agenda was presented for approval by a single motion:

1. Approval of the September 10, 2026 meeting minutes.

2. Approval of pre-issued vouchers:

    Voucher 23113, dated September 18, 2026, in the amount of $15,763.91, including associated EFT payments 09/18/2026-01 through 09/18/2026-04.

EFT 09/24/2026-01, dated September 24, 2026, in the amount of $195.96.

Vouchers 23114–23125, dated September 28, 2026, in the amount of $10,599.12.

Voucher 23126 dated October 5, 2026, in the amount of $19,853.47, including EFT 10/05/2026-01 through 10/05/2026-05.

3. Approval of General Fund vouchers 23088–23112, dated October 19, 2026, in the amount of $74,040.40, including EFT 10/19/2026-01 through 10/19/2026-06.

Voucher 23145, dated October 20, 2026, including EFT 10/20/2026 01 – 10/20/2026 – 04 in the amount of $12,663.16.

Consent Agenda Approval

Commissioner Broughton made the motion to approve consent agenda items 1 through 3. Commissioner Taylor seconded the motion.

Vote: Motion passed.

Commissioner and Staff Reports

Attorney's Report

No report provided.

Commission Report

Commissioner Broughton reported that all USDA loan funds had been loaned out and noted the success of the program.

Commissioners Taylor and Kingston had no reports.

Executive Director's Report

Executive Director Pat Albaugh reported on the IACC and Small Ports conferences taking place that week.

The construction solicitation had been published, and questions were received from prospective bidders.

Finance Manager's Report

Finance Manager presented the September financials remarking they continue to look strong.

Facilities Manager Report

Facilities Manager Doug Bill reported on sewer cleaning and preparations for winter weather, including gutter maintenance. The Stevenson boat launch docks had been removed for the season.

The last ACL boat is scheduled for November 7, winterizing will begin. Port staff will winterize ACL's waterline and bill ACL for services. Additional maintenance included outdoor fencing and railing touch-up work.

Coordination with American Cruise Lines regarding the 2027 schedule and other outstanding matters continued. Progress in assisting guests waiting to load and unload was reported as positive.

New Business and Administrative Approvals

Strategic Planning Workshop

A strategic planning workshop was discussed for January.

December Commission Meeting

Commissioner Taylor made the motion to reschedule the December Commission meeting to December 14, 2026, at 11:00 a.m. Commissioner Broughton seconded the motion. All in favor.

Vote: Motion passed.

Resolution No. 18-2026 — Quitclaim Deed Signatory Authorization

Commissioner Broughton made the motion to approve Resolution No. 18-2026, authorizing Executive Director Pat Albaugh to sign the Quitclaim Deed for the North Bonneville property conveyed by the U.S. Army Corps of Engineers. Commissioner Taylor seconded the motion. All in favor.

Vote: Motion passed.

Amendment to Resolution No. 15-2026 — Procurement Thresholds

Commissioner Taylor made the motion to amend Resolution No. 15-2026 and its accompanying Exhibit A, Procurement and Public Works Policy, to incorporate applicable Washington State statutory procurement thresholds, as amended, while preserving existing internal purchasing and Commission approval authority limits. Commissioner Broughton seconded the motion. Allin favor.

Vote: Motion passed.

WPPA Winter Meeting

Commissioners were invited to attend the WPPA Winter Meeting in December.

Adjournment

Meeting was adjourned at 11:31 a.m.

Next Meeting: November 16, 2026.

Approved By

_____
Commissioner District #1, Ray Broughton, Secretary

_____
Commissioner District #2, Andrew Taylor Vice-President

_____
Commissioner District #3, Todd Kingston, President

Attest

_____
Minutes Taker, Annette Sabourin